



San Diego Gas & Electric

Joy Yamagata  
Regulatory Case Manager

8315 Century Park Court  
San Diego, CA 92123-1550

June 26, 2002

R. 01-08-028

President Loretta Lynch  
California Public Utilities Commission  
505 Van Ness Avenue  
San Francisco, CA 94102-3298

**RE: Revised Statewide Builder Operator Certification Standards**

Dear President Lynch:

Pursuant to Decision 02-03-056 Ordering Paragraph 13, San Diego Gas & Electric Company, on behalf of Southern California Gas Company, Southern California Edison Company and Pacific Gas and Electric Company (Utilities), on April 22, 2002, submitted standards for statewide training curricula, testing and other certification standards for the Building Operator Certification program for your approval. Subsequently, the Utilities received comments from Energy Division staff on June 20, 2002, addressing the Utilities' April filing. The Utilities were requested to revise and resubmit their April Building Operator Certification program proposal for approval and provide clarification on issues related to the program implementation plans.

Attached please find the revised proposal and requested clarification on the project implementation plan submittals.

If you have any questions or require additional information, please do not hesitate to contact me at (858) 654-1755 or by e-mail: [jyamagata@semprautilities.com](mailto:jyamagata@semprautilities.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Joy C. Yamagata", with a long horizontal flourish extending to the right.

Joy C. Yamagata  
Regulatory Manager

Enclosure

cc: J. Luboff – CPUC  
Administrative Law Judge S. Thomas – CPUC  
V. Thompson – Sempra Energy  
Service List in Rulemaking 01-08-028

**Statewide Building Operator Certification Program**  
**Prepared by Pacific Gas and Electric Company, San Diego Gas & Electric Company,**  
**Southern California Edison, and Southern California Gas Company In Response to Energy**  
**Division Inquiry Dated June 20, 2002**

**Commission Response to Building Operator Certification Program Proposal (April 22, 2002) - Issues for Resubmittal and Approval of Proposal**

**Issue 1:** We would like to see the title of the BOC program incorporate the words "energy efficiency" in recognition of the fact that the primary purpose of this effort is to teach building operators how to more effectively and efficiently utilize and save energy in their buildings.

**Issue 2:** In terms of the Commission's ownership and/or use of the materials, we would like to see the language of the submission explicitly state that in the case of IOUs *purchase of a license* for BOC materials, the Commission will have right-of-use the materials for the length of the agreement. We are comfortable that the language of the submission on Commission "ownership" of the materials does meet the intent of the decision.

**Issue 3:** While we recognize that BOC audience in general can be difficult to reach, we would like the IOUs to clarify in their resubmittal their plans for defining and seeking-out "hard-to-reach" owners and operators in the buildings community in their service territories.

**Response to Issues 1, 2 and 3:** Please refer to the attached revised program standards proposal which reflects the requested changes.

**Project Implementation Plan Submittals**

**Issue 1:** We seek clarification on PG&E's performance goals, which appear to be somewhat inconsistent with the 2002 goals established for the program by the other IOUs.

**Response to Issue 1:** In the Proposal, PG&E included 20 as the minimum number of students per class. PG&E believes that 25 is an appropriate average class size and is concerned that a class size in excess of 30 would be too high for this program.

**Issue 2:** We also seek clarification and updating of the utility BOC implementation schedules, basing schedule estimates on the June 25, 2002 BOC proposal resubmittal date.

**Response to Issue 2:**

**UPDATED IMPLEMENTATION SCHEDULE  
BASED ON RESUBMITTAL OF JUNE 25, 2002 PROPOSAL**

<b>Project Tasks</b>	<b>Original Timeline</b>	<b>Revised Timeline</b>
Develop statewide standards	March – April 2002	N/A
Submit standards to CPUC	April 22, 2002	N/A
Competitively bid curricula	After CPUC approval	After CPUC approval (week of 6/24/02)
Program roll-out	Within 30 days after CPUC approval	Within 30 days after CPUC approval
Recruit and train instructors	May – June 2002	July – August 2002
Schedule and recruit participants	May – June 2002	July – September 2002
First training course	July 2002	No later than October 2002
Second training course	August 2002	November 2002
Third training course	September 2002	December 2002
Fourth training course	October 2002	January 2003
Fifth training course	November 2002	February 2003
Sixth training course	December 2002	March 2003
Seventh training course	January 2003	April 2003
Issue BOC certificates	February 2003	May 2003

# **REVISED BUILDING OPERATOR CERTIFICATION PROGRAM STANDARDS PROPOSAL OF PACIFIC GAS AND ELECTRIC COMPANY, SAN DIEGO GAS & ELECTRIC COMPANY, SOUTHERN CALIFORNIA EDISON COMPANY AND SOUTHERN CALIFORNIA GAS COMPANY**

## **Program Overview**

In 2002, Pacific Gas and Electric Company, San Diego Gas & Electric, Southern California Edison and Southern California Gas (IOUs) plan to offer a uniform statewide building operator training and certification program (BOC). The proposed program title is “Energy Efficiency Training and Certification for Building Operators”. Operators of medium and large commercial buildings (including governmental and institutional buildings and complexes) are the primary target group for this program. The program seeks to train operators of these buildings to identify and implement energy savings opportunities as an integral part of their operations and maintenance activities.

Building operators at nonresidential hard-to-reach (HTR) customer facilities (as defined in the Energy Efficiency Policy Manual adopted in Decision 01-11-066) are eligible to participate in this program. The IOUs and selected service provider can notify HTR customers about this program through various channels including mailings, local community groups, trade associations and IOU field representatives

## **Goals and Objectives**

The program goal is to offer a uniform statewide building operator certification program designed to educate building operators on every major operating system in their facilities and certify their knowledge of building operations and maintenance. The goal of certification is to provide a recognized award to the participating building operators, which adds value to their jobs and recognition by their supervisors and throughout the state of California.

Building operators will learn to get the most out of their systems by improving their analytical and practical skills on the job. The training will include equipment operations, the latest methods of building operation and maintenance and how to incorporate energy efficiency opportunities. These opportunities range from installing more energy efficient equipment to proper maintenance of existing equipment for more efficient operations. The knowledge gained from this training program is expected to improve facility operations in both the short-term and long-term post-class periods. The increased awareness of energy saving knowledge for the building operator community will generate demand and energy savings statewide.

## **Training Curricula**

The training curricula would cover subjects pertaining to the equipment and day-to-day operations encountered by building operators. Classroom homework would require participants to identify energy saving opportunities at their facilities. The proposed curriculum is planned to include, but is not limited to, the following subjects:

- Facility Operations and Maintenance
- Lighting
- Heating, Ventilating and Air Conditioning (HVAC) System Design
- HVAC Control Systems
- Motors and Drives
- Energy Management Systems
- Power Quality
- Indoor Air Quality
- Energy Efficiency

The IOUs are currently reviewing different course materials and delivery options to meet the proposed curriculum.

Per Decision 02-03-056 Ordering Paragraph 13, the CPUC would retain ownership of the curricula and other aspects of the BOC program. However, the IOU's objective is to select a certification program with existing materials, therefore, the IOUs believe the CPUC may not be entitled to ownership of these materials. *If the service provider selected for this program requires the IOUs to purchase a license for the training materials, the agreement signed between the IOUs and the service provider will include language to allow the CPUC to have the right-of use of these materials for the length of the agreement.* If the selected certification program requires payment of a license fee to use the program and materials then continued use of these materials in future program years may be available as long as the administrator pays the appropriate license fees. If new training materials need to be developed for this program, the IOUs will notify the selected third party, as part of the contracting process, that the Commission will retain ownership of the curricula and other aspects of the training material.

## **Course Testing**

There will be testing of all participants to evaluate the amount of knowledge retained by the participants. These tests will be designed to confirm the participant's mastery of the subject material. If the participant completes all courses and passes all course tests, they will receive a certification at the end of the training program.

## **Certification**

A certificate of course completion and recognition will be awarded to all students that successfully complete this training program and the required testing. This certificate provides documentation and recognition that the recipient has achieved a high level of knowledge in facility operations and building management. The participants in the certification program for program year 2002 are expected to complete the course curriculum in approximately *eight* months. This implies that the IOUs implementation of this program will be completed in the *second* quarter of 2003.